

# MINUTES

## OF THE

### SOUTHWESTERN TRAVIS COUNTY GROUNDWATER CONSERVATION DISTRICT

#### Via Telephone Conference

In accordance with the order of the Office of the Governor issued March 16, 2020, the SWTCGCD Board of Directors conducted the April Board Meeting as a remote access only meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). The meeting was open to the public and instructions for accessing the conference call were provided with the Notice of Meeting

**Wednesday, April 8, 2020 at 10:00 am**

**1. Call to order, declare meeting open to the public, take roll and declare quorum status**

Director and Board President Scadden called the meeting of the Southwestern Travis County Groundwater Conservation District (SWTCGCD or District) Board of Directors to order at 10:00 AM on Wednesday April 8, 2020. Five District Directors were present on the conference call constituting a quorum, including Directors Hennings, Dower, Scadden, Davis, Hunt, and Urie. Also present were future Director Brian Hunt, General Manager Kodi Sawin, General Manager Charlie Flatten from Hays Trinity GCD, Kirk Holland, Ty Embry with Lloyd Gosslink, and Pete Golde. Director Van Ackeren joined the conference call meeting at 10:18 AM.

At the request of Director Scadden all present introduced themselves.

***The meeting sign-in sheet is attached as Exhibit A***

**2. Public comments**

Director Scadden called for public comments. There were no public comments.

**3. Discuss, consider and possibly act on approving the previous meeting minutes**

Approval of the March 11, 2020 Meeting Minutes.

There were no comments on the March 11<sup>th</sup> Meeting Minutes.

Director Scadden provided a follow-up to the March meeting stating that he had received a copy of the Bentree RV Report.

***On a motion by Director Dower and a second by Director Hennings, the draft version of the March 11, 2020 meeting minutes was approved – 5 Ayes to 0 Nays***

Director Scadden requested that copies of the final approved minutes be emailed to the Board.

***A copy of the approved March 11, 2020 Meeting Minutes is attached as Exhibit B***

#### **4. General Manager's Report**

General Manager Sawin presented the General Manager's report.

***A copy of the General Manager's report is attached as Exhibit C***

#### **Director Van Ackeren joined the conference call meeting at 10:18 AM.**

Director Dower asked if the General Manager (GM) Task List will have GM Sawin or Kirk Holland lead the rulemaking process or will it be led by Legal? Director Scadden commented that regardless, it should be on the GM Task List and further discussion should wait until Agenda Item 10. Director Dower suggested that it affects Item 6. as well. Director Scadden replied that Rulemaking is in scope for Legal Services firm. Director Dower stated that legal expenses will be a big part of the budget. Director Scadden agreed that legal expenses are a significant component of the District budget and said that selecting a firm to provide Legal Services under Item 6. does not have impact on Item 10. To discuss a Rulemaking Committee. Director Scadden asked Director Dower to make his comment during the discussion on Item 6.

#### **5. Receive, discuss and take action as necessary for Board Committee Reports.**

##### **a. Finance**

Director Urie presented the Financial Report for the period ending 3/31/20. He said there were checks written for \$1.00 to Travis County, and \$115.66 and \$75.25 to GoDaddy got Office 365 and General Manager Sawin's email. The ending balance is \$8,675.58.

***The financial report is attached as Exhibit D***

##### **b. Legislative**

Director Davis advised that the Texas State Water and Rural Affairs Joint Meeting the was scheduled for April 30<sup>th</sup> has been postponed.

##### **c. Science-Outreach**

Director Hennings asked Brian Hunt to comment on the timing for publishing the Hydrogeologic Atlas. Mr. Hunt said that it will be available next week via DropBox initially then in the UT digital archive. Printing will be done by Travis County, but the date is not known yet. Director Davis said that she was excited to see the completed atlas.

Director Hennings reported that she talked with the students involved in the ACC GIS Service Learning Project on March 30<sup>th</sup> and that she has asked for data from BSEACD. She also advised that Tom Griffith is field checking for evidence of the Bee Creek Fault on the Peacock and Preservation Ranches.

Director Hennings said that she had received a survey questionnaire from UT regarding experiences working with the Texas Water Development Board (TWDB) and she asked if anyone else had received this survey. Director Scadden as well as Brian Hunt and Kirk Holland

said they had received it. Director Hennings said she would complete the survey and send it back and General Manager Sawin asked for a copy.

Director Dower advised that there had been 616 views of the website, 105 files downloaded, and 0 contact requests last month. He then asked Director Scadden if he wanted the contact requests re-directed to the General Manager instead of to Director Scadden to which Director Scadden replied yes.

## **6. Discuss, and possibly act on contracting for legal services**

Director Dower stated that the question he has regarding the committee's recommendation for legal services is cost. He pointed out that in her Statement of Qualifications Mary Sahs said that she has spent 300 Hrs. on previous GCD rulemaking efforts. He went on to say that at the Lloyd Gosselink billing rates that would amount to around \$80,000. He asked if the committee considered this. Director Scadden replied that the committee had reviewed and discussed the proposed billing rates of the three firms.

Director Scadden reviewed the RFQ process saying that a committee was formed comprised of Directors Davis, Van Ackeren, and Scadden who issued an RFQ on March 20<sup>th</sup>, received Statements of Qualifications from DeLeon, Washburn & Ward; Mary Sahs; and Lloyd Gosselink. The committee has recommended Lloyd Gosselink.

Director Scadden then opened the meeting for discussion and to allow the Directors to ask questions of the committee and Ty Embrey from Lloyd Gosselink. Director Dower said the question remains, has there been consideration of how many hours are required? He continued saying that we have \$20,000 and at Lloyd Gosselink's rate that is about 70 hours. We have an approved budget of \$20,000. We cannot expect the legal firm to lead the rulemaking effort for a \$20,000 budget. We cannot afford to have the legal team lead the effort. Director Scadden asked for Ty Embrey's perspective, is \$20,000 enough? Mr. Embrey responded that he knows most of the Directors and he is excited that Lloyd Gosselink has been chosen to work with the SWTCGCD. Mr. Embrey said that he thinks Lloyd Gosselink can make that \$20,000 work. Mr. Embrey went on to say that most GCD Boards start at zero and legal expenses are likely to be heaviest in the first couple of years. As sophisticated as the SWTCGCD is, I think we can do this. The wild card is public involvement, but the 75% approval vote was impressive and that bodes well. The caveat is, how much public opposition will there be. Mr. Embrey added that he is here in Austin so there will be no charges for travel time like other GCDs.

Director Scadden thanked Mr. Embrey for his comments. Director Dower said that he appreciated Mr. Embrey's remarks as well. If the rulemaking process becomes contentious it can get expensive. He asked Mr. Embrey if he had ever entered a contract with a GCD that is based on a monthly fixed retainer. Mr. Embrey responded that there is one GCD that did that but only after the rules were in place. He said that he had deferred bills until a later fiscal year on occasions. Mr. Embrey then reiterated that he felt this rulemaking process will go quickly due to the sophistication of the SWTCGCD Board and cause for optimism regarding the potential for there not being substantial opposition and I think we can make it work. Director Dower said he appreciated the information and again thanked Mr. Embrey for his comments.

Director Scadden asked if the Board had any other questions. Director Van Ackeren said that the committee had discussed some things that Director Dower brought up. They did discuss the possibility of a flat fee but did not feel it was workable. Director Dower then asked if the

committee had spoken to any of the references and Director Scadden replied that they had not because the committee members believed they had good firsthand knowledge of each of the firms. Director Davis said they did speak to others (not the references in the submittals) and the choice of Lloyd Gosselink was by far the best. Director Urie said the SWTCGCD Board had a positive experience with Lloyd Gosselink previously. Director Dower said that he had nothing more to add.

Director Davis made a motion to select Lloyd Gosselink to provide legal services to the SWTCGCD. Director Dower asked about contract negotiations and Director Davis added, and enter contract negotiation, to her motion. Director Dower proposed the committee bring the negotiated contract back to the Board at next month's meeting for approval. Director Scadden said that he did not want to delay the start of work and suggested that he and General Manager Sawin be authorized to execute the contract after negotiation and Director Davis offered to assist. Director Dower then suggested that the process for selection of professional service is to select a firm based on qualifications and then attempt to negotiate the terms and if that proves to not be possible with the first choice then go to the second choice and attempt to negotiate with them. The award and the negotiation need to be separated and the Board needs to approve the final contract. Director Scadden said that he disagreed that the contract needs to come back to the Board. Director Dower then asked if the contract would have a \$20,000 limit and Director Scadden replied, no because it is anticipated to last into future fiscal years. Director Dower then asked if the contract would be just for this fiscal year? Director Scadden asked Mr. Embrey for his thoughts. Mr. Embrey expressed the opinion that the contract should have adequate flexibility to get the work done and specific billing and payment details could be managed and I can give you my word that we will work with you to be sure that we don't bust your budget.

Director Dower asked if we could make the contract to the end of the fiscal year instead of locking it in for twelve months? Mr. Embrey responded that they could if that is what the Board wants.

***On a motion by Director Davis and a second by Director Urie the Board voted to approve the selection of Lloyd Gosselink to provide legal services to the SWTCGCD and to enter contract negotiations – 6 Ayes to 0 Nays***

Director Scadden then asked if the Board wanted to authorize a committee to negotiate the contract with Lloyd Gosselink saying that he and General Manager Sawin should be involved. He asked who else might be interested in being on that committee. Directors Dower and Davis said they would like to be on the committee.

***On a motion by Director Scadden and a second by Director Van Ackeren, the Board voted to establish a committee comprised of Directors Scadden, Davis, Dower and General Manager Sawin to negotiate a contract with Lloyd Gosselink – 6 Ayes to 0 Nays***

Director Scadden asked for Lloyd Gosselink to provide a draft contract. Ty Embrey replied that he would, thanked the Board, and said that he was excited to be working with the SWTCGCD again.

Mr. Embrey asked if the Board President is authorized to execute the contract after negotiation. Director Scadden replied that he did not think that question had been answered and asked the Board for their thoughts on whether they were comfortable with the contract being executed after the committee finishes the negotiation. Directors Hennings, Urie and Van Ackeren said they were comfortable with that. Director Dower asked how difficult it would be to call a special meeting to approve execution of this contract. General Manager Sawin said it would not be

difficult, but meeting notice requirements would have to be met. Director Scadden said he did not support having a special meeting and Directors Van Ackeren and Urie said they agreed.

***On a motion by Director Dower and a second by Director Urie, the Board authorized the President to execute a contract with Lloyd Gosselink based on approval by the committee members – 6 Ayes to 0 Nays***

Director Scadden said that he wanted to thank Theresa Golde who worked hard with passion and zeal to get us through the November 2019 election process and Pete Golde for funding that effort. The Directors all acknowledged their appreciation as well.

**7. Discuss and possibly act on items related to the new SWTCGCD office space**

This is a catch-all item.

Director Scadden thanked Director Van Ackeren for picking up the keys from Travis County, Pete Golde for getting Internet service set up from Spectrum, and Director Dower for his help in getting computer related items taken care of. Director Scadden also asked GM Sawin for a list of furniture needs so we can solicit donations.

**8. Discuss, and possibly act on items related to conducting virtual (remote) meetings, including but not limited to, any necessary equipment, software, or license purchases**

Director Scadden asked if we need any conference call software or is Zoom OK for now. Please get with Kodi if you have any additional thoughts.

**9. Discuss an update on the status of draft Management Plan**

Director Scadden said that the draft Management Plan was submitted to TWDB for pre-review on March 30, 2020.

Kirk Holland said we are in a waiting mode now and that he expects comments to be format related and he hopes to have that by the next Board meeting. The plan is for the Management Plan committee to take the TWDB comments and make any needed revisions and present the revised Management Plan at the next available Board meeting. We will then have to have a public hearing on that Management Plan as revised and send it to Region K and GMA 9 planning committees. We also will be adopting that plan with a very formal resolution after the public hearing.

Kirk asks that the Draft Management Plan be sent to Lloyd Gosselink.

Director Scadden thanked Kirk Holland for his work on the Management Plan and Director Davis also thanked Kirk.

**10. Discuss, and possibly act on establishing a working committee for Rulemaking**

Director Scadden asked Kirk Holland if he can continue to lead the effort. Mr. Holland responded that now that General Manager Sawin and Lloyd Gosselink are on board, he cannot continue at the level he has been working. He suggested Ron Fieseler and H.L. Sauer as good resources who will help as much as possible. General Manager Sawin should take the lead and Mr. Embrey agreed with that recommendation.

Mr. Holland suggested considering setting up some temporary rules to allow some revenue to come in. Mr. Embrey agreed that temporary rules would be a good idea for this District since its revenue is production fee based. The same rulemaking process is used but it is stripped down and focused and much quicker to develop and get in place.

Directors Dower and Hennings also expressed their appreciation for Mr. Holland's work.

Director Scadden said that he wants to be on the Rulemaking committee and asked for two other Directors to volunteer. Directors Davis, Hunt, and Dower indicated an interest and Director Davis deferred to Director Dower.

***On a motion by Director Scadden and a second by Director Hennings, the Board voted to approve a Rulemaking committee comprised of Directors Scadden, Hunt, and Dower and led by General Manager Sawin – 6 Ayes to 0 Nays***

**11. Discuss individual director actions related to compliance with the Texas Conflicts of Interest Disclosure Statement promulgated under Government Code, Section 176**

This item was carried over from the March meeting if additional discussion was required. There was no additional discussion.

**12. Discuss, and possibly act on matters related to GMA 9 and initiating resolution of the GMA 9/10 boundary issue affecting SWTCGCD**

Director Scadden said that he would work on a draft resolution. There is discussion of possibly postponing the May 4<sup>th</sup> GMA 9 meeting. Director Scadden said the he has requested the meeting take place as a virtual meeting since there are several long pending SWTCGCD questions that need action. Mr. Holland advised that there is a parallel resolution to resolve the boundary issue in GMA 10 and this change is supported by the TWBD.

**13. Discuss and possibly act on purchase/reimbursement of computer-related items for the SWTCGCD office**

Director Scadden recognized Pete Golde for providing a desktop computer for the new SWTCGCD office.

Director Scadden purchased a monitor for the desktop computer (\$184.01) and a laptop computer for the General Manager (\$970.26) total (\$1,154.27). We did a lot of shopping on the Internet for these items to get the best value. I request reimbursement from the District for these items which are covered by the approved District budget.

***On a motion by Director Dower and seconded by Director Hennings, the Board voted to authorize reimbursement of Director Scadden in the Amount of \$1,154.27 – 4 Ayes to 0 Nays with 1 Abstention by Director Scadden***

Director Davis had left the meeting before the vote.

**14. Discuss and establish agenda items for the next Board meeting**

Agenda items suggested for next months meeting were:

- Management Plan
- Rulemaking
- TWDB Loan Program
- Hydrogeologic Atlas
- Approval of Bond for Director Hunt

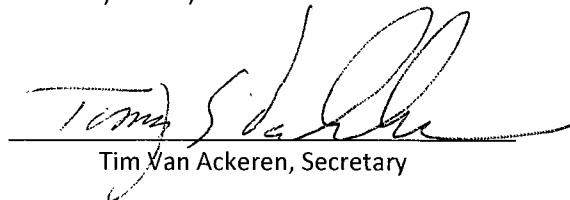
**15. Discuss, consider, and possibly act on setting the date, time, and location for the next Board meeting**

The Board agreed to set the next meeting for 10:00 AM on Wednesday May 13<sup>th</sup>. The meeting will be a virtual meeting.

**16. Adjourn**

***On a motion by Director Van Ackeren and a second by Director Urie, the Board voted to adjourn the meeting – 6 ayes to 0 nays. The meeting was adjourned at 12:32 PM.***

PASSED, APPROVED AND ADOPTED THIS 13th day of May 2020



Tim Van Ackeren, Secretary

**Exhibit A**

Attendee Sign-in Sheet





**Exhibit B**

Approved Minutes from March 11, 2020 Board Meeting

**MINUTES**  
OF THE  
**SOUTHWESTERN TRAVIS COUNTY GROUNDWATER CONSERVATION DISTRICT**

At the  
**Bee Cave School House**  
**13333-A Highway 71 West**  
**Bee Cave, Texas 78738**  
**(Bee Cave Schoolhouse is located adjacent to Lake Travis Fire and Rescue Station 603)**

**Wednesday, March 11, 2020 at 10:00 am**

**1. Call to order, declare meeting open to the public, and take roll**

Director and Board President Scadden called the meeting of the Southwestern Travis County Groundwater Conservation District (SWTCGCD or District) Board of Directors to order at 10:04 AM on March 11, 2020. Six District Directors were present constituting a quorum, including Directors Hennings, Van Ackeren, Dower, Scadden, Davis, and Urie. Also present were Charlie Flatten and Linda Kaye Rogers from Hays Trinity GCD, Kodi Sawin, Virginia Smith, Thomas Griffith, Sandra Bennett and Kristy Petree of Bintree RV Resort, David Smith of Walker Partners, Kirk Holland, Lew Adams, and Pete Golde.

At the request of Director Scadden all present introduced themselves.

***The meeting sign-in sheet is attached as Exhibit A***

**2. Oath of Office and Swearing-In of new Board Member and Executing Authorized Bond**

This Item was postponed to a future meeting.

**3. Public comments**

Director Scadden called for public comments there were no public comments.

Linda Kaye Rogers said that the Hays Trinity Groundwater Conservation District is pleased that the Southwestern Travis County Groundwater Conservation District is here and legally established.

**4. Discuss, consider and possibly act on approving the previous meeting minutes**

Approval of the February 12, 2020 Meeting Minutes.

Director Davis said that she had a correction to the legislative report on page 2. She said that she was not in attendance at the senate Hearing but rather that she watched the hearing online.

***On a motion by Director Hennings and a second by Director Davis the draft version of the February 12, 2020 meeting minutes, as amended, was approved – 6 Ayes to 0 Nays***

***A copy of the approved February 12, 2020 Meeting Minutes is attached as Exhibit B***

**5. Receive, discuss and take action as necessary for Board Committee Reports.**

a. Finance

Director Urie presented the Financial Report. He said there were checks written for \$125 to the HCA Rainwater Revival, Two checks for \$210.05 and \$128.65 to GoDaddy, and \$148 to the Post Office for P.O. box rental. The ending balance is \$10,867.00.

Director Scadden suggested that business cards are needed for Brian Hunt and the new General Manager.

***On a motion by Director Davis and a second by Director Hennings the Board approved purchasing business cards for Brian Hunt and the new General Manager – 6 Ayes to 0 Nays***

***The financial report is attached as Exhibit C***

b. Legislative

Director Davis provided copies of the TCGD Current GCD Accountability Metrics diagram which provides a review of accountability mechanisms in effect for GCDs.

***The TAGD Current GCD Accountability Metrics diagram is attached as Exhibit D***

Director Scadden advised that Judge Eckhardt is resigning as Travis County Judge to run for State Senate.

c. Science-Outreach

Director Hennings said that the HCA Rainwater Revival is still on since Dripping Springs is not restricting meetings at this time. She also advised that the Southwestern Travis County Hydrogeologic Atlas is coming out and will be printed by Travis County.

Director Dower provided an update regarding the website. He said that there were 598 views, 102 file downloads, and one contact from a website visitor. He also advised that cybersecurity training is now required for all State officials (elected directors). Charlie Flatten said that Blanco Pedernales GCD has a list of resources for this training.

**6. Discuss, consider, and possibly act on items relating to the new office space provided by Travis County including, but not limited to, final agreement, insurance, Internet service, furnishings**

Director Scadden said that the agreement with Travis County for office space has been completed and someone just needs to deliver the \$1 check and pick up the keys. Director Van Ackeren volunteered to get the keys. Vicky Kennedy advised that Travis County has surplus furniture if the SWTCGCD can get a list together for what is needed.

**7. Discuss, consider, and possibly act on hiring a part-time General Manager and establishing a compensation plan**

Director Scadden introduced the GM selection subcommittee consisting of Directors Dower and Hennings and Pete Golde. Director Dower reported that there were five applicants and the subcommittee interviewed three, two in person and one by phone. The unanimous choice of the subcommittee is Kodi Sawin and the subcommittee recommends that the Board approve negotiation of a contract with Ms. Sawin.

***On a motion by Director Dower and a second by Director Hennings the Board approved the selection committee recommendation to select Kodi Sawin as the SWTCGCD General Manager – 6 Ayes to 0 Nays***

Director Scadden said that Kodi Sawin has provided a draft template contract and proposed that a subcommittee be formed to negotiate the contract with Ms. Sawin.

***On a motion by Director Hennings and a second by Director Van Ackeren the Board authorized a subcommittee comprised of Directors Scadden and Dower to negotiate a contract with Kodi Sawin to serve as the SWTCGCD General Manager – 6 Ayes to 0 Nays***

Director Hennings thanked Ms. Sawin for her work with the SWTCGCD for the past year and Ms. Sawin responded that she was excited to continue that work as General Manager.

**8. Discuss and consider individual director actions related to compliance with the Texas Conflicts of Interest Disclosure Statement promulgated under Local Government Code, Section 176**

Kirk Holland explained that a Disclosure Statement is required any time that a Board action may benefit the director or the director's family. This is a "self-reporting" process and the Disclosure Statement is a public document. There is no prohibition, just the requirement for disclosure notification. In response to a question, Mr. Holland said that he was not clear if Inter Local Agreement (ILA) participants are "Vendors" and subject to disclosure of conflicts of interest.

**9. Discuss, consider, and possibly act on the draft Management Plan**

Director Scadden said that he wanted to update everyone on progress on the Management Plan and he thanked Kirk Holland for his work on the Plan. Mr. Holland provided copies of a handout showing the overall Management Plan development process. He said that the Texas Water Development Board (TWDB) pre-review can vary from less than a month to a couple of months depending on the TWDB workload and completeness of the Management Plan. After TWDB pre-review the Management Plan is sent out to Region K and GMA 9 and after responding to TWDB comments the TWDB approves the Management Plan. The SWTCGCD can then operate as a legal GCD and complete the rule making process. Rules must be consistent with the Management Plan. The rule making process can be initiated before Management Plan final approval. Rules require a public hearing. Kirk said that we are still waiting on correct aquifer data for the SWTCGCD that is apportioned to just this GCD and not all of Travis County. Director Scadden said that the SWTCGCD can submit the draft Management Plan since the TWDB pre-review is format based. Kirk Holland said that we have figures and tables called out, but we do not have them yet. Many of them will come from the Hydrogeological Atlas and they should be included in the pre-review draft. Mr. Holland said he would like to go through the Management Plan document and discuss any comments from the board. After review he said he would ask the Board to authorize the Management Plan Sub-committee to update the Management Plan and submit it to TWDB for pre-review. Linda Kaye Rogers from Hays Trinity GCD suggested that the new General Manager should be involved in the Management Plan development/approval process. Director Scadden

then asked the Board if they had reviewed the draft Management Plan and if they had any comments. After a brief discussion the Board agreed that they were aware of the policy statements in the Management Plan and that they were comfortable with them.

***On a motion by Director Dower and a second by Director Van Ackeren the Board authorized the Management Plan Sub-committee to update the Management Plan and to submit it to TWDB for pre-review – 6 Ayes to 0 Nays***

Director Scadden thanked the Board for taking the time to review the Management Plan and thanked Kirk Holland for his extensive work on its development.

**Item 13. Discuss, consider, and possibly act on items related to Bentree RV Park on Hamilton Pool Road was now taken up out of order**

Director Davis explained that the Hamilton Pool community has been asking about the role of the SWTCGCD in the permitting of the Bentree RV Park on Hamilton Pool Road near Hamilton Pool. Vicky Kennedy with Travis County advised that Travis County regulates development but not groundwater. Going forward the SWTCGCD will regulate groundwater. Travis County looks at supply sufficiency and the SWTCGCD will look at impacts on water quality and availability.

The representatives of Bentree (Sandra Bennett, Kristy Petree, and David Smith with engineering firm Walker Partners) said that they had completed an extensive water availability study which Brian Hunt was involved in and found no impact on adjacent wells and the Bentree well recharged quickly. They added that they have a drought contingency plan in place.

Director Scadden asked if there are documents about the pump test and Vicky Kennedy said yes and that it was a good study and Bent Tree has been very cooperative. Director Scadden went on to say that the SWTCGCD is developing a Management Plan and then Rules but it is just getting started. At this point the SWTCGCD does not have authority over this well but will after the Rules are in place and well owners should keep in touch about the Rules. Director Hennings said that the Bent Tree well is in the Cow Creek Sands and she asked if any rock cuttings were sent for analysis. Vicky Kennedy said no because Travis County was not involved during the well drilling. The Bentree representatives said that samples were taken and Charlie Flatten advised that Hays Trinity GCD is the repository for samples and probably has these samples. Director Scadden then asked what Brian Hunt's involvement was and Vicky Kennedy said it was part of the Hydrogeologic Study data collection.

**10. Discuss, consider, and possibly act on initiating resolution of GMA 9/10 boundary issue affecting SWTCGCD**

Director Scadden explained that part of the SWTCGCD is in GMA 10. Linda Kaye Rogers from Hays Trinity GCD suggested that the SWTCGCD Board consider the financial impact of being in two GMAs. Kirk Holland asked that the SWTCGCD Board consider passing a resolution to request a change in the GMA boundaries to match the SWTCGCD/BSEACD boundary and he provided a draft resolution for the to be proposed to GMA 9. Director Hennings asked Mr. Holland why the Medina County GCD request for a boundary change was denied. Mr. Holland replied that the Medina County GCD request did not have a hydrogeologic basis but was rather for administrative convenience. The SWTCGCD request has a hydrogeologic basis. Mr. Holland provided a map showing the current and proposed boundaries.

***On a motion by Director Hennings and a second by Director Dower the Board authorized the SWTCGCD GMA 9 representative Scadden to pursue resolution of the boundary issue with GMA 9 and GMA 10 – 6 Ayes to 0 Nays***

***The proposed GMA 9 resolution is attached as Exhibit E***

***The proposed boundary map is attached as Exhibit F***

**11. Discuss, consider and possibly act on contracting for legal services**

Director Scadden updated the Board on progress of the Legal Services Subcommittee. He said the subcommittee has prepared an RFQ and issued it to six firms. The responses are due at 1:00 PM on March 12<sup>th</sup>. So far two firms have declined to submit a response. The subcommittee will provide a recommendation at the April Board meeting.

**12. Discuss, consider, and possibly act on participating in the ACC GIS Service-Learning Project and prioritize potential projects**

Director Hennings reviewed the ACC GIS Service-Learning Project saying that there are 10 GIS students who will do projects for six weeks from March 25<sup>th</sup> through May 13<sup>th</sup> and the students will present their projects on May 13<sup>th</sup>. Director Hennings handed out a list of potential projects presented in priority order based on her opinion of the priorities and described the projects. She then asked for input from the Board. Director Scadden suggested that project #3 should be a higher priority and Director Hennings added that maybe it should be #1. Director Hennings then advised that project #4 needs 3D GIS viewing software, she thought there may be free software available. Director Scadden suggested that project #10 could be eliminated and Director Hennings suggested that projects #7 and #8 could be combined. Linda Kaye Rogers suggested a project geared around demand and recharge would be good for understanding the future. Virginia Smith said that the location of the showcase of the projects on May 13<sup>th</sup> is up to the SWTCGCD. Students will present and explain their projects. Director Davis asked if the SWTCGCD will get copies of the projects and Ms. Smith answered yes.

**13. Discuss, consider, and possibly act on items related to Bentree RV Park on Hamilton Pool Road**

This Item was taken up earlier.

**14. Discuss, consider, and possibly act on items related to EIS/GIS and Data Management**

Director Davis said that she had spoken to a GIS consultant at the TAGD meeting and he would like to talk to the Board about GIS data presentation. The consensus of the Board was that there was not to have such a presentation at this time.

**15. Discuss, consider, and possibly act on reimbursing former representative Paul Workman for his previous payment for the SWTCGCD PO Box**

Director Davis advised that Board that she had learned that the PO box had not been paid for out of Representative Workman's personal funds and so there is no need for reimbursement.

**16. Discuss and possibly establish agenda items for the next Board meeting**

Agenda items suggested for next months meeting were:

- Report on Rainwater Revival
- Management Plan approval
- Legal Services
- Prioritizing work for General Manager
- Plan for ACC GIS presentations
- Hydrogeologic Atlas presentation

**17. Discuss, consider, and possibly act on setting the date, time, and location for the next Board meeting**

The Board agreed to set the next meeting for 10:00 AM on Wednesday April 8, 2020 at the Bee Cave Schoolhouse.

**Late Public Comment**

Mr. Lew Adams, who had arrived late to the meeting, provided the following public comment at this time:

Mr. Adams said that the University of Texas uses the pristine canyon on his land as a natural laboratory. This canyon is just downhill from the proposed Bintree RV Park on the west side. The RV Park will lower the water table damaging this important natural canyon.

**18. Adjourn**

***On a motion by Director Van Ackeren and a second by Director Urie the Board voted to adjourn the meeting – 6 ayes to 0 nays. The meeting was adjourned at 12:41 PM.***

PASSED, APPROVED AND ADOPTED THIS 8th day of April 2020

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Tim Van Ackeren, Secretary



## **Exhibit C**

### General Manager's Report

## 1. Management Plan

- We submitted the draft Management Plan to the TWDB for pre-review on March 30, 2020 and rules are the next step. We will keep people updated on the status of the pre-review.

## 2. TAGD Cybersecurity Training Program

- TAGD will offer one-hour training soon and is free of charge for TAGD members
- Training must be completed by June 14, 2020

## 3. Office Update

- Keys/Keycards: Visited the office on the same day that county workers were asked to work from home. We are short on keys/keycards. I will get everyone their cards and keys as soon as county workers are back in the office. If you need a key/keycard, I will be happy to get one to you.
- Internet services: We have the internet and phone installed. Thanks to Pete and others who helped with the installation and work with Spectrum. Pete, Jim Dower, and Rick have been working with me on computer issues. When the stay at home order is lifted, I will set up office hours for folks to come visit.
- Office furniture:
  - Large conference room like table. There is one there but not big enough to accommodate the full board during a board meeting. Needs right now include a large table for conference room
  - Chairs for the public. If we wish to have board meetings at the office, we will need chairs for the public—stackable or something like that
  - Telephone—(Note: Voicemail can't be set up without the access to phone line).

## 4. Stakeholder Database

- In the process of developing a rough database of stakeholders. Barton Springs provided information to include. Board members have made (are making) recommendations based on the GM task list—Juli, Trish, and Brian. In addition, I will share the Excel with everyone as soon as it is a functioning document, so others may provide feedback

## 5. Virtual filing cabinet

- Thank you to those who have provided information for the Virtual Filing Cabinet and provided suggestions on structure. It will be a work in progress, but will get everyone access to new directories as they become available.

## 6. GIS Projects

- Listened in on Juli and Brian's presentation on the ACC Service Learning Project video conference. I look forward to supporting the Directors and projects

## 8. Upcoming meetings – GMA, Region K, other board meetings, etc.

- I am creating a calendar for the GCD, including upcoming stakeholder events, i.e, City Council meetings, etc. I will send a draft of meetings around for input. In the meantime, here are some upcoming meeting dates.
- Region K – April 22 Public hearing on the initially prepared Region K plan
- GMA 9—May 4
- BSEAGCD – TBD in May
- TAGD – May 27 – 28 meeting moved to a call-in meeting

**Exhibit D**

Financial report for the period ending 3/31/2020

3:24 PM

04/06/20

**SW Travis Cty. Groundwater Conservation Dist.**  
**Reconciliation Detail**  
 Independent Bank, Period Ending 03/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						10,867.00
<b>Cleared Transactions</b>						
<b>Checks and Payments - 3 items</b>						
Check	03/13/2020	120	Travis County	X	-1.00	-1.00
Bill Pmt -Check	03/16/2020	100	GoDaddy	X	-115.66	-116.66
Bill Pmt -Check	04/02/2020	100	GoDaddy	X	-75.21	-191.87
Total Checks and Payments					-191.87	-191.87
<b>Deposits and Credits - 1 item</b>						
Deposit	03/31/2020			X	0.45	0.45
Total Deposits and Credits					0.45	0.45
Total Cleared Transactions					-191.42	-191.42
Cleared Balance					-191.42	10,675.58
Register Balance as of 03/31/2020					-191.42	10,675.58
<b>New Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Bill Pmt -Check	04/02/2020	121	Sawin Group		-2,000.00	-2,000.00
Total Checks and Payments					-2,000.00	-2,000.00
Total New Transactions					-2,000.00	-2,000.00
<b>Ending Balance</b>					<b>-2,191.42</b>	<b>8,675.58</b>